



Arts and Science Faculty Council

Minutes of Council

Meeting #: 26

Date: Wednesday, September 20, 2017

Time: 4:00 p.m.

Location: Room 5-142 (CN Theatre)

Initial Motion #: 235

Present:

Monk, C (Chair)

Sneffjella, B
(Secretary)

Alam, R

Amundson, L

Anton, Cr

Barran, S

Becalska, A

Beke, N

Bica, I

Boag, F

Boers, N

Boulianne, S

Brouwer, D

Buro, K

Carroll, M

Christensen-

Dalsgaard, K

Deleurme, K

Cobzas, D

Corrigall, K

Coulson, J

Cowling, E

Das, M

Davis, J

Davis, M

Degner, M

Digdon, N

Eberhart, J

Elliott, C

Falconer, R

Farvolden, P

Ferede, F

Fong, J

Franczak, B

Friesen, K

Furze, M

Gelmini, L

Grant, D

Grewal, S

Gulayets, M

Hackett, E

Hannan, S

Hayduk, L

Hayman, S

Hills, M

Hilts, R

Honey, L

Howell, A

Irwin, B

Jeffrey, L

Jyoti, R

Kim-Bernard, K

Krys, S

Lee, R

Legge, E

Llano, J

Lorkovic, E

(vice-Chair)

Macdonell, C

Manouchehri, S

Martin, D

McFadyen, D

McGugan, D

McLaughlin, D

McMann, D

Meleshko, R

Mensah, C

Mewhort, R

Mills, S

Milne, E

Nelund, A

Norrad, T (for

M. Sekulic)

O'Connor, J

Panjvani, C

Penney, A

Pienkowski, A

Pollock, C

Powell, R

Robinson, J

Ross, M

Ruiz Serrano, C

Rychliski, R

Schalomon, M

Shaw, R

Sibley, L

Skeffington, J

Skye, A

Smereka, T

Soroski, J

Stepnisky, J

Strayer, K

Sullivan, P

Swanston, T

Symbaluk, D

Toth, J

Wiznura, R.

Youzwysyn, G

Zadorozhna, N

Members of the

Public

Ristau, K (IAP)

Regrets

Angus, F

Anton, Ca

Bailey, C

Bereska, T

Bernstein, N

Copland, S

Davies, K

de Graaf, J

Einarsson, R

Gackenbach, J

Hills, M

Judge, K

Jung, S

Lakowski, R

Locky, D

Lorimer, S

Mark, M

McKeown, N

Prichard, L

Prince, P

Schmaltz, R

Shulist, S

Sinclair, K

Skelhorne, A

Stock, M

Striemer, C

Su, W

Sumrain, I

Tcaciuc, A

Thurairajah, K

Wagner, A

Watson, D

Wojtowicz, R

Move into Session: The meeting was called to order by Craig Monk at 4:00 pm

I. Adoption of Agenda

Motion #235 Move that the Agenda be approved as amended (remove address from President)
Skye/Carroll Motion: **carried**

II. Approval of Minutes of Faculty Council #26, April 2017

Motion #236 Move to approve the Minutes as presented.
Mensah/Krys Motion: **carried**

III. Items Arising from the Minutes

- None

IV. Dean's Report

- Submitted application for a second term as Dean. Starts a formal process led by Provost by which you get to weigh in on suitability of reappointment.
- A&S Executive Committee has re-elected Ed Lorkovic as Executive Co-Chair and Council Vice-Chair for 2017-18. Executive shapes the business of Council. Contact Ed and Bronwyn with matters you would like considered for Council.
- Welcome our new tenure-track colleagues: Tina Bott (Physical Sciences), Dana Cobzas (Computer Science), Erin Cowling (Humanities), Jeff Davis (Computer Science), Sara Grewal (English), and Larisa Hayduk (Program Services).
- Subject to final budgetary approval, we have been given leave to recruit up to twelve tenure-track positions this year. We were successful in petitioning the Provost because of the great work in departments in proposing hires.
- This year, we will adjudicate twenty-two applications for extension of probation, tenure, and promotion. There are two extension cases, six tenure cases, eleven applications for Associate, and three applications for Full Professor.
- Last year, we had nineteen applications. You will see successful promotions reflected the attached staff list). Five colleagues received tenure: Daniel Martin (English), Alissa Overend (Sociology), Alex Penney (Psychology), Matthew Ross (Physical Science), and Kalyani Thurairajah (Sociology).
- So far, have received nine applications for sabbatical leave for the 2018-19 academic year. As per the Collective Agreement, we will adjudicate applications in October and forward them to the University Sabbatical Leave Committee.
- Dean has completed seven presentations throughout the University to introduce the new Collective Agreement. There are a lot of changes that were effective July 1, things that affect processes already underway, so my Office is putting special emphasis on explaining these changes as we encounter them.
- The September 15 deadline for annual reports has passed. With respect with transition to the eCV system, I'm committed to working with Department Chairs to ensure that members are not disadvantaged in performance evaluation.
- Ministry has asked us not to allow our students to declare double majors outside the core subjects of a credential. Faculty will look for allowable fix to acknowledge the achievement of students who have succeeded in pursuit of depth in program.
- Faculty is topping-up individual sessional professional development amounts to \$400. 40% of funds will be released in Fall, 40% in Winter, and 20% in Spring, dispersed on a first-come, first-served basis until fund is exhausted.
- Certain project grants through the Research Office used to be adjudicated in October and March but will henceforth be done in March, only. For this year, only, Arts and Science will fund up to ten awards of \$5,000 (\$50,000 total) in Fall to ease the transition. An application process will be communicated in October.
- Have agreed to a workload credit for summer field schools. If an approved field school is part of a department's core schedule, instructor may count the course as part of workload or choose overload. If an approved field school is extra to schedule, the course will be paid as overload. Team-taught courses and those with more than 45IH will be handled case-by-case.
- Finally, Dr. Deb Saucier will be formally installed as our President at Fall Convocation, at the Winspear on Tuesday, November 21 at 9:30 am. Members are encouraged to make arrangements so they can attend. All students graduating with a B.A. or a B.Sc. are our students.

V. Address from President Saucier

- Cancelled

VI. Items for Action

a) Program and Curricular Items

Anthropology, Economics, and Political Science

Motion #237 That Arts and Science Council approve and recommend to Academic Governance Council or its designated subsidiary body ANTH 398.
Beke/Ferede Motion: **carried**

Motion #238 That Arts and Science Council approve and recommend to Academic Governance Council or its designated subsidiary body changes to ANTH 440 and ANTH 498.
Beke/Ferede Motion: **carried**

Motion #239 That Arts and Science Council approve and recommend to Academic Governance Council or its designated subsidiary body ECON 398.
Beke/Ferede Motion: **carried**

Motion #240 That Arts and Science Council approve and recommend to Academic Governance Council or its designated subsidiary body changes to POLS 224, POLS 225, POLS 357, POLS 470, and POLS 498.
Beke/Ferede Motion: **carried**

Motion #241 That Arts and Science Council approve and recommend to Academic Governance Council or its designated subsidiary body POLS 398.
Beke/Ferede Motion: **carried**

Biological Sciences

Motion #242 That Arts and Science Council approve and recommend to Academic Governance Council or its designated subsidiary body changes to BIOL 101, BIOL 102, BIOL 103, BIOL 410, and BIOL 492.
Beke/Friesen Motion: **carried**

Computer Science

Motion #243 That Arts and Science Council approve and recommend to Academic Governance Council or its designated subsidiary body changes to CMPT 101, CMPT 103, and CMPT 200.
Beke/Macdonell Motion: **carried**

English

Motion #244 That Arts and Science Council approve and recommend to Academic Governance Council or its designated subsidiary body changes to ENGL 398.
Beke/Skeffington Motion: **carried**

Humanities

Motion #245 That Arts and Science Council approve and recommend to Academic Governance Council or its designated subsidiary body CLAS 280.
Beke/Lorkovic Motion: **carried**

Motion #246 That Arts and Science Council approve and recommend to Academic Governance Council or its designated subsidiary body HIST 204, HIST 215, HIST 304, and HIST 315.
Beke/Lorkovic Motion: **carried**

Motion #247 That Arts and Science Council approve and recommend to Academic Governance Council or its designated subsidiary body PHIL 100 and PHIL 204.
Beke/Lorkovic Motion: **carried**

Motion #248 That Arts and Science Council approve and recommend to Academic Governance Council or its designated subsidiary body changes to PHIL 305,
Beke/Lorkovic Motion: **carried**

Mathematical Sciences

Motion #249

That Arts and Science Council approve and recommend to Academic Governance Council or its designated subsidiary body changes to MATH 100, MATH 101, and MATH 102, MATH 310, and MATH 430.

Beke/Buro

Motion: **carried**

Motion #250

That Arts and Science Council approve and recommend to Academic Governance Council or its designated subsidiary body MATH 398 and MATH 498.

Beke/Buro

Motion: **carried**

Psychology

Motion #251

That Arts and Science Council approve and recommend to Academic Governance Council or its designated subsidiary body changes to PSYC 104, PSYC 105, and PSYC 312.

Beke/Honey

Motion: **carried**

Sociology

Motion #252

That Arts and Science Council approve and recommend to Academic Governance Council or its designated subsidiary body changes to SOCI 368.

Beke/Stepnisky

Motion: **carried**

Programs of Study

Motion #253

That Arts and Science Council That Arts and Science Council approve and recommend to Academic Governance Council or its designated subsidiary body changes to Programs of Study for the Classics Minor.

Beke/Lorkovic

Motion: **carried**

Motion #254

That Arts and Science Council approve and recommend to Academic Governance Council or its designated subsidiary body changes to Programs of Study for the Creative Writing Minor.

Beke/Skeffington

Motion: **carried**

Motion #255

That Arts and Science Council approve and recommend to Academic Governance Council or its designated subsidiary body changes to Programs of Study for the Mathematical Sciences Major.

Beke/Buro

Motion: **carried**

Motion #256

That Arts and Science Council approve and recommend to Academic Governance Council or its designated subsidiary body changes to Programs of Study for Psychology Science Honours.

Beke/Honey

Motion: **carried**

b. *Department Council Terms of Reference*

Motion #257

That Arts and Science Faculty Council approve the template for Department Council terms of reference as presented.

Skye/Honey

Motion: **carried** (7 votes against)

- Discussion:
- The attached memorandum provides rationale for the template. Looking for more consistency across departments, but also with Council Bylaws, and having common terms for things like quorum and email votes. Council approval of the template would give common expectations to guide.
 - Discussion on whether the template requires too much consistency or is too inflexible. Noted that template indicates key areas with flexibility such as membership. Each department could suggest other approaches, but would have to convince Faculty Council that changes are acceptable.
 - Quorum of ⅓ to be consistent with Faculty Council, and also don’t want to prevent meetings from happening.
 - Concern about definitions of executive and legislative - does it create solitudes of jurisdiction where many issues actually cross bicameral lines? (Scheduling for example). Document lists more areas of jurisdiction on the executive side, but there’s more than curriculum that fits into legislative.
 - Note that authorities for many processes and activities exist in the Collective Agreement, not just the Post-Secondary Learning Act.
 - In many cases sharing executive authority is appropriate.

- Note that existing Department Council Terms of Reference have had to come to Council, and these were relied on to develop the template.

c) Tenure and Promotion

Motion #257

That Arts and Science Council approve the following common external members and alternates to serve on Tenure and Promotion Committees for the academic year 2017/2018:

Josh Toth (Humanities) with Colin Bailey as alternate
Joanne Minaker (Social Sciences) with Ergete Ferede as alternate
Ron Meleshko (Natural Sciences) with Cristina Anton as alternate

Symboluk/Buro

Motion: **carried**

Discussion:

- One volunteer also served on this committee last year, is that a concern?
- It's a service role that ought to rotate, however, Individuals were identified based on volunteering first and foremost, and there were constraining factors such as enduring representation for the three disciplinary divisions, and also available pool at the rank of associate professor and professor. Would not be typical to have same membership year to year but happy to have the members identified serving.

d) Performance Evaluation

Motion #258

That, for Performance Evaluation purposes for the academic years 2016/2017 and 2017/2018. "Exceeds Expectations" means an assessment between "Meritorious" and "Satisfactory," and "Requires Improvement" means an assessment between "Satisfactory" and "Unsatisfactory." "Meets Expectations" is synonymous with "Satisfactory."

Meleshko/Buro

Motion: **carried**

Discussion:

- Explanation of the issue from vice-Chair Ed Lorkovic, to bridge gap between new Collective Agreement categories of evaluation and existing Faculty Performance Evaluation Criteria. Intention to, communicate in most simple way as Chairs and Dean must use the new five categories. Primary reason for motion is to deal with technicality.
- New categories give helpful flexibility - problem in the past that there was no way in the past to find a member had a better than satisfactory year without being meritorious, for example.
- Also flags the issue for Chairs, as they may not have realized. Useful.
- Note that motion includes evaluation of this year (2017/2018), to be submitted next fall, because the Performance Evaluation Criteria currently in effect *this* September when academic year starts must be used to assess the year.
- Executive will review and revise the Performance Evaluation Criteria this year to correct the identified gap and look at generally improving the document.

VII. Items for Information

a) Just-in-time funding proposal

- Developed by the Teaching, Research and Faculty Development Committee, and Dean has agreed to fund awards of \$750 which will be introduced by the Faculty in spring 2018.
- Didn't want to replicate funding available elsewhere, looked at greatest need and identified need to fund work during the summer. Aimed for quick application process and everyone gets same amount if granted.
- Professional Development funds should be spent or earmarked to be spent before applying. Indicate if PD money has a future use (for example, if saving for a conference), and can still apply for the just-in-time fund.
- Minor editorial corrections.

b) BA review process

- Update from Associate Dean, Melike Schalomon. The Self-Study review of the Bachelor of Arts is mandated by the Ministry of Advanced Education. In comparison to BSc Self-Study Review, completed in 2015, there is increased focus on the process by which the review is conducted vs. the content of the review. It is also to be faculty-led, though Associate Dean Schalomon will continue to support the process. There will be a call for committee members. The work in 2017-2018 will set up the process, but the more substantive work will take place in 2018-2019.

c) AGC Report

- President Saucier First Report to AGC – talked about a few key areas and commitments: equitable access to MacEwan programming, commitment to equity and diversity in hiring senior executives, Response to the TRC, search for a Vice Provost Students, and Task force on the academic schedule.
- Provost's report focused on a proposal to Government of Nunavut as a southern postsecondary partner.
- Reports from all the standing committees of AGC talking about the work they did last year. Many of these committees being Chaired by A&S colleagues.

d) Budget Update

- Pending final budgetary approval, the Faculty has been granted to go-ahead for 12 new hires
- each department is receiving \$4000 in discretionary budget - hopefully for students; discuss with Chairs worthy initiatives

e) Minutes Executive Committee

- Minutes from April. In future, will provide more recent by approving sooner.

f) Staff list 2017/2018

- To be re-sent, minor corrections

VIII. Other Business

- Question: when will exam schedule be released?
- Answer: Final info will be available by this Friday, September 22.

IX. Adjournment

Motion #259 Move that Faculty Council adjourn.
Skeffington/Irwin

Motion: **carried**

X. Question Period – Not minuted

Future meeting dates: Oct 26